

(Park, Recreation, and Forestry)

To: Parks, Recreation, & Forestry Commission

From: Kristine Butteris, Director of Parks, Recreation, & Forestry

Date: October 16, 2024

Subject: 2025 Senior & Community Center rental policies and documents

Background

The Senior and Community Center is updating its policies and rental procedures for 2025 in order to align with recently updated park reservation policies and rental procedures. These policies require an updated rental application form for 2025. They also require a shift in rental classification groups for current and future building rentals.

Budget Goal

Invests in the assessment, strategic planning and maintenance of our city buildings.

Financial Impact

The department can expect increased revenue due to increased administrative fees as well as several groups shifting from class 1 to class 2 or 3, which may help offset additional custodial and administrative costs.

Recommendation

We ask the commission to approve these updated policies and associated rental procedures to align with department rental policies.

2024 Operational Goals

1. Proactively maintains and improves our parks and infrastructure in an effort to ensure quality, safety and compliance
2. Supports employee retention and growth, and also works to address critical staffing areas
3. Invests in the assessment, strategic planning and maintenance of our city buildings

4. Promotes and fosters innovative approaches for community development and growth
5. Maintains a safe and healthy community, and expands community education on safety and health